## CLAIMS

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What is claimed is:

- 1. A system for recording, uploading, and securely downloading a telephone conversation comprising:
  - a call logging device for logging and uploading audio signals to a user including
    - a telephone,
    - a computer,
- a circuit to interface said telephone to said
  computer such that said computer receives audio
  signals from said telephone, and
  - prompt means to provide information to users of said call logging device;
- a central server comprising a storage medium for storing said audio signals and a database for storing an identification tag identifying said audio signal wherein said storage medium and said database are remotely accessible;
- a communications means to enable said call logging device and said central server to communicate; and
  - a means for restricting access to said storage medium and said database.

- 2. A system according to claim 1, wherein said identification tag comprises at least one searchable criteria.
- 5 3. A system according to claim 2, wherein said searchable criteria includes a user name.
  - 4. A system according to claim 1, wherein the system allows an administrator full access to the system to search for audio signals based on at least one criteria related to said identification tag of the audio signals.
    - 5. A system according to claim 1, wherein said searchable criteria includes a time stamp.

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- 7. A system according to claim 1, wherein said searchable criteria includes a date stamp.
- 8. A system according to claim 2, wherein said searchable criteria includes a caller's name.
  - 9. A system according to claim 2, wherein said searchable criteria includes a caller number automatically received from a telephone network.

10. A system according to claim 1, wherein said prompt means instructs users of said call logging device to enter identification data relating to said audio recording.

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- 11. A system according to claim 2, wherein said searchable criteria includes user responses to said prompting.
- 12. A system for securely logging and retrieving telephone10 audio recordings wherein said system comprises:
  - at least one call logging device comprising a telephone, a computer, and a circuit to interface said telephone to said computer such that said computer receives audio signals from said telephone;
- at least one server comprising a storage medium and a database for storing an identification tag identifying said audio signal;
  - a communications means to enable said call logging device and said central server to communicate wherein said call logging device sends data representative of said audio signals from said telephone via said communications means to said central server; and

an interface means provided by said server to enable users to remotely access information stored in said central server.

- 5 13. A system according to claim 12, wherein said communications means comprises a local area network (LAN).
  - 14. A system according to claim 12, wherein said communications means comprises a wide area network (WAN).

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- 15. A system according to claim 12, wherein said communications means comprises the Internet.
- 16. A system according to claim 12, wherein said15 communications means comprises a secure interface.
  - 17. A system according to claim 12, wherein said call logging device further comprises a prompting means for prompting a user to enter data relating to said audio recording.
  - 18. A system according to claim 17, wherein user responses to said prompting is stored in said database.

- 19. A system according to claim 12, wherein said storage medium and said database are accessible to authorized remote users through said interface means.
- 5 20. A system according to claim 12, wherein said interface means is accessible by remote users through a web-browser.
  - 21. A method for logging audio recordings, such as telephone conversations, comprising the steps of:
- 10 creating a central digital file on a central server;
  naming said central digital file;

creating an entry in a database on a central server for storing information about said central digital file; receiving an audio signal via an audio device;

15 converting said audio signal to a temporary digital file;

uploading said temporary digital file to said central server;

storing said temporary digital file in said central
20 digital file;

saving information about said central digital file in said database; and

assigning access rights to said central digital file and said entry in said database.

22. A method according to claim 21, said method further comprising the step of:

automatically generating an electronic mail message containing said central digital file.